



## **HUMAN RESOURCES COMMITTEE MEETING MINUTES**

### **February 12, 2014**

Meeting of the:	<b>HR COMMITTEE OF THE CITY OF NEW HOLSTEIN</b>
Date/Time:	<b>Wednesday, February 12, 2014 at 5:30 p.m.</b>
Location:	<b>City Hall, 2110 Washington St, New Holstein WI 53061</b>
Members Present:	Gene Woelfel, Ron Karrels, Jerry Hallstrom
Others Present:	Dianne Reese, Brian Reedy

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The meeting was called to order by Woelfel.

It was duly noted that the meeting was properly announced.

Roll call was taken by City Clerk Langenfeld.

A motion was made by Hallstrom, seconded by Karrels, and carried to approve the Agenda as presented.

A motion was made by Karrels, seconded by Hallstrom, and carried to approve the minutes from the previous meeting.

Neither public participation nor communications occurred.

Langenfeld informed the Committee that the City's payroll software has the ability to allow for payroll ACH payments to be sent to an additional financial institution. This would allow employees to have money automatically sent to two different accounts if they choose to. The Committee agreed that this would be acceptable as long as the employee makes a long term commitment and does not change where their money is going on a frequent basis. The Committee also agreed that the City should not be producing individual payroll checks on the employee's behalf to send to additional retirement plans or financial institutions, this needs to be handled by the employee.

A motion was made by Hallstrom, seconded by Karrels, and carried to adjourn and to reconvene in closed session to consider compensation, investment options and insurance benefits of any public employee and to discuss financial data and unemployment compensation of former employee Steven Presto, per Wisconsin State Statute 19.85(1)(c)&(f).

A motion was made by Hallstrom, seconded by Woelfel, and carried to adjourn the closed session and to reconvene in open session.

A motion was made by Woelfel, seconded by Hallstrom, to recommend to the Common Council that the City of New Holstein should offer an EAP program to its full-time employees as proposed by ThedaCare, upon a call of the motion, the motion passed with Karrels voting nay.

A motion was made by Hallstrom, seconded by Karrels, and carried to recommend to the Common Council to eliminate the current Short-term Disability, Life and Accidental Death & Dismemberment plan with Harleysville and to enroll in the Life and Accidental Death & Dismemberment plan offered by UNUM as a City paid benefit to the employees.

A motion was made by Hallstrom, seconded by Woelfel, and carried to approve offering an employee funded Vision Plan as presented by VIPA to all full-time employees.

The Committee reviewed the draft Background Check Policy as presented. Recommended changes were made and the committee asked that the revised draft be presented to the Council.

The next HR Committee agenda should include a discussion on Police Union Contracts.

Being no further business the meeting adjourned.

Cassandra Langenfeld, City Clerk